Hospice Whitby-Roger Anderson House

Director of Development-Major Gifts

Flexible work hours: 20-37.5 hours a week

- *Some evening and weekend attendance required for events*

Contract: 16-18 months
Location: Durham Region, ON
Reports to: Chair, Board of Directors
Compensation: $90,000 to $130,000 annual salary
Direct Reports: No
Closing date: 5:00 p.m. on 14 July 2025

The Opportunity

Hospice Whitby-Roger Anderson House is a 10-bed hospice residence currently under construction. When complete, it will redefine end-of-life care for individuals facing terminal illnesses and their families in Durham Region communities. It will offer a warm, welcoming environment coupled with compassionate care and grief counselling.

The Board of Directors is now seeking a dynamic, fundraising specialist to guide the current Capital Campaign to the finish line. With a goal to raise $5-6 million, the successful candidate will secure additional resources for equipment and furnishings and establish a strategy to ensure sustainable mission funding over the long term. The successful candidate will bring a combination of expertise and heart to this unique role.

Primary Accountabilities

Develop and execute tailored strategies to secure $5-6 million in new philanthropic gifts from individuals, corporations, and government

- Develop and execute a comprehensive, multi-channel fundraising strategy
- Oversee donor pipeline development, including prospect identification, and research.
- Prepare and deliver compelling donor proposals, grant submissions, impact reports
- Expand sponsorships and other fundraising avenues to achieve goals
- Manage a portfolio of individuals and institutional funders, cultivating relationships to maximize engagement and long-term impact
- Work collaboratively with Donor Relations and Communications Manager to enhance the hospice's visibility and strengthen its bonds within the community
- Inspire trust and develop a deep sense of connection within community
- Communicate regularly with the Board of Directors, including frequent reports on progress to fundraising goals

- Ensure the timely input of data to the Donor Perfect database, the customer relationship management system (CRM)
- Adhere to the Fundraising and Communications policies and procedures that meet legislative requirements

Qualifications

- A minimum of five years of progressive experience leading and managing comprehensive fundraising initiatives for non-profit organizations, with a strong focus on inspiring donor engagement
- Demonstrated track record successfully delivering ambitious fundraising targets and working collaboratively with Board, donors and partners
- A proven ability to build and sustain relationships with major donors, funders and partners
- Exceptional strategic planning abilities
- Strong negotiation, persuasion and networking skills
- Keen knowledge of best practices in donor stewardship, moves management and philanthropic trends
- Proficiency in CRM systems (Donor Perfect preferred), and donor prospecting tools
- Proficiency in all Microsoft Office applications
- Exceptional organizational and administrative skills with a focus on efficiency
- AFP membership is preferred
- Ability to work independently with minimal supervision, and effectively with Board members, committees and volunteers
- Valid driver's license with own vehicle
- Criminal reference check with Vulnerable Sector Screening is required

Join us

If this sounds like the role for you, we want to hear from you. Please submit a resume to: eva.reti@hospicewhitby.ca. Learn more about Hospice Whitby-Roger Anderson House at www.hospicewhitby.ca, or on our Facebook page at Hospice Whitby.

Please note that while we invite applications from all interested and qualified applicants, we are unable to follow-up with every applicant.